

**Anthony Esson, Architect
Gaylord, Michigan**

**Gaylord Community Schools
North Ohio and South Maple Elementary Schools
Multi-Purpose Room Flooring Replacement
Gaylord, Michigan**

Project No. 0151-09 A

INVITATION TO BID

Gaylord Community Schools will receive sealed proposals from qualified bidders for the North Ohio and South Maple Elementary Schools Multi-Purpose Room Flooring Replacement project.

There will be a Mandatory Pre-Bid Meeting conducted by the Owner and Architect/Engineer at 1:00 p.m., on Tuesday, June 1, 2010. The meeting will convene at the South Maple Elementary School located at 650 East Fifth Street, Gaylord, Michigan. The Pre-Bid meeting will consist of a brief informational meeting followed by a walk-thru and opportunity for Bidders to examine each project site. Attendance by Contract Bidders is mandatory.

Sealed Proposals may be mailed or delivered in person to Jackie Warren, Director of Maintenance, Gaylord Community Schools, Board of Education Office, 615 South Elm Street, Gaylord, Michigan. Proposals must be received "prior" to 2:00 p.m. (local time) on Thursday, June 8, 2010. Proposals will be opened publicly and read aloud in the Board Meeting Room located in the Board Office immediately following closure of the Bidding Period. The Board will not consider or accept a bid received by the Board after the date and time specified for bid submission. All bids will be evaluated at a later date.

Gaylord Community Schools intends Award of Contract to a single Contractor for work of all trades. Overall administration of the project will be the responsibility of the Contractor.

Post-Bid Interviews are tentatively scheduled for Wednesday, June 9, 2010. Interview times will be scheduled with apparent low bidder(s) following opening of Bids.

The Owner will award the project contract on or about June 15, 2010.

Bidding documents will be available on or about May 17, 2010, and will be on file for inspection at the following locations:

Gaylord Community Schools Maintenance Office
Construction News Service of Michigan
Builders Exchange, Traverse City, Grand Rapids, Lansing, and Saginaw
Construction Association of Michigan, Bloomfield Hills
Reed Construction Data, Norcross, GA
McGraw Hill, F.W. Dodge, Lansing

Bidding Documents will be available to Bidders in electronic format (.pdf) free of charge. Email requests, including project name, full company name, address, telephone, and fax number to tony@anthonyessonarchitect.com. Paper copies of Bidding Documents may be purchased from Traverse Reproduction & Supply Company; 1373 Barlow Street, Traverse City, MI 49686, telephone 231/947-6284, fax: 231/947-6552. Requests for paper copies of Bidding Documents shall be made to Traverse Reproduction and Supply Company as the address above. Each request should be accompanied by the Bidders name, mailing address, shipping address if different, telephone, fax, email address. Contact Traverse Reproduction & Supply Company for Document purchase pricing and shipping costs.

Bid Security in the amount of five percent (5%) of Base Bid shall accompany each Proposal in the form of a bid bond, cashiers check or money order **payable to Gaylord Community Schools**. A personal or company check does not constitute a Bid Security.

Each bidder shall include with its bid, a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the Board of Education or the Superintendent of the School District. The Board of Education will reject any bid which does not include this sworn and notarized disclosure statement.

Proposals shall be submitted on the Proposal Forms provided in the Bidding Documents.

The successful Bidder will be required to furnish surety bonds covering faithful performance of the Work as follows:

Performance Bond (100%)
Labor and Material Payment Bond (100%)

The Board of Education reserves the right to accept or reject any or all bids, either in whole or in part; to award the contract to other than the lowest bidder; to waive any irregularities and/or informalities; and in general to make awards in any manner deemed to be in the best interest of the school district.

Bids may not be withdrawn for a period of thirty (30) days after the opening of the Bids.

END OF INVITATION TO BID